

OECD Consumer Policy Ministerial Meeting

8-9 October 2024, OECD, Paris

Virtual Logistical Info Session

12 September 2024

13:00 – 14:30 CEST

Agenda

1. Overview of Programme
2. Registration and composition of participation
3. Badges
4. Arrival and departures
5. Room access and seating arrangement
6. Session arrangement
7. Interpretation
8. Catering arrangement
9. Bilateral meetings
10. Communications, Press, Documentation
11. Reminder of Key Deadlines
12. Q & A



Overview of the Ministerial programme

| Tuesday 8 October 2024 – Ministerial Day 1 | | Room |
|--|---|------------------|
| 9:00 – 10:00 | Security Clearance, Registration | Welcome Pavilion |
| 10:00 – 10:30 | Welcome speeches and adoption of the agenda | CC1 |
| 10:30 – 12:30 | Setting the scene plenary: Consumers at the centre of the digital and green transitions | CC1 |
| 12:30 – 14:00 | VIP stakeholder lunch (Ministers/Head of Delegation/Speakers) hosted by BIAC and CI | Roger Ockrent |
| 14:00 – 15:45 | Thematic session 1: Protecting and empowering consumers in the digital transition | CC15 |
| 15:45 – 16:15 | Coffee Break | Outside CC15 |
| 16:15 – 17:45 | Thematic session 2: Addressing new consumer product safety risks in a fast-evolving and global marketplace Launch of Global Awareness Campaign on Lithium-ion Battery safety | CC15 |
| 18:00 – 20:00 | Cocktail reception (All delegates) | Salon du Parc |
| 19:00 – 22:00 | Ministerial Dinner (Ministers/Head of Delegation/Speakers) hosted by Germany | Roger Ockrent |



Overview of the Ministerial programme

| Wednesday 9 October 2024 – Ministerial Day 2 | | Room |
|--|---|----------------|
| 9:30 – 11:00 | Thematic session 3: Protecting and empowering consumers in the green transition | CC15 |
| 11:00 – 11:30 | Coffee Break | Outside CC15 |
| 11:30 – 13:00 | Thematic session 4: Working together across borders to protect and empower consumers Launch of Global Forum on Consumer Policy | CC15 |
| 13:00 – 14:30 | Ministerial lunch | Roger Ockrent |
| 14:30 – 15:00 | Family photo | Château steps* |
| 15:00 – 16:00 | Thematic session 5: Promoting development and inclusivity through consumer policy | CC15 |
| 16:00 – 16:30 | Closing and adoption of draft Declaration | CC15 |

* Dependant on weather conditions





10-11 October 2024 Programme

10 Oct
WPCPS
(10.15-12:00)

Mandate

Digital tech and product safety

Global awareness campaign on lithium-ion batteries

Review of CPS Recommendation

2025 WPCPS Bureau

10 Oct
Joint CCP/WPCPS
(13.30-18:00)

CCP Ministerial debrief

In-depth Evaluation and mandate renewal

2025-26 PWB

Green projects
Policy stocktake, twin transition, green claims, empirical

ASEAN 3rd joint meeting

Cocktail CCP/WPCPS

11 Oct
CCP (incl closed)
(9.30-13:00)

Dark patterns (empirical)

Global Forum

2025 CCP Bureau

ACCESSION

Ministerial meeting: Delegations

Invitation Summary

- **65** Confirmed Delegations (some HoD tbc)
- **3** OECD Members, **2** Accession Country, **2** IO Delegations in the process of confirming HoD details
- The CCP Secretariat & OECD GRC are also following up with **7** invited non-Members.
- Final Deadline for participation – **September 12, 2024.**

Invited Expert Organisations

- **Civil Society Information Society Advisory Council (CSISAC)**
- **Consumer International (CI)**
- **OAS - Consumer Safety and Health Network (CSHN)**
- **International Consumer Protection and Enforcement Network (ICPEN)**
- World Economic Forum (WEF)
- **Ibero-American Forum of Consumer Protection Agencies (FIAGC)**
- **International Consumer Product Health and Safety Organisation (ICPHSO)**

OECD Accession Delegations

- **Argentina**
- **Brazil**
- **Bulgaria**
- **Croatia**
- **Indonesia**
- **Peru**
- **Romania**
- **Thailand**

International Organisations

- ASEAN Committee for Consumer Protection (ACCP)
- **Common Market for Eastern and Southern Africa (COMESA)**
- **UN Trade and Development (UNCTAD)**
- **UN Environmental Program (UNEP)**
- **World Bank (WB)**
- World Trade Organisation (WTO)

Non-Member Invited Delegations

- Brunei Darussalam
- Cambodia
- **Egypt**
- India
- Kenya
- Panama
- **Paraguay**
- Lao PDR
- Philippines
- **Seychelles**
- **Singapore**
- South Africa
- **Ukraine**
- **Vietnam**
- **Zambia**

OECD Member Delegations

- **Australia**
- **Austria**
- **Belgium**
- **Canada**
- **Chile**
- **Colombia**
- **Costa Rica**
- **Czechia**
- **Denmark**
- **Estonia**
- **Finland**
- **France**
- **Germany**
- **Greece**
- **Hungary**
- **Iceland**
- **Ireland**
- **Israel**
- **Italy**
- **Japan**
- **Korea**
- **Latvia**
- **Lithuania**
- **Luxembourg**
- **Mexico**
- **Netherlands**
- **New Zealand**
- **Norway**
- **Poland**
- **Portugal**
- **Slovak Republic**
- **Slovenia**
- **Spain**
- **Sweden**
- **Switzerland**
- **Türkiye**
- **United Kingdom**
- **United States**
- **European Union**
- **Business at OECD**
- **OECD Trade Union Advisory Committee**

This list reflects delegations that have confirmed participation or are in the process of confirming.

Delegations unable to attend have been removed.

Consumer Policy
Ministerial Meeting

Consumers at the
centre of the digital
and green transitions

Restricted Use - À usage restreint



Registration and composition of delegation

- Delegation size is **up to 8 (HoD + 7)**. This includes delegates based in Paris. Please coordinate closely between consumer agency and Ministry to finalize participant arrangement.
- Confirmation of attendance due by **today, 12 Sept. (61 confirmed.)**
- All delegations must register through [this website](#) by **30 Sept at 12:00 pm CEST** to allow sufficient time for badges to be printed.
- The full LoP will be made available on EMS after registration closes.
- *Early registration of HoD will help the Who's Who page populate sooner!*
- For any questions or concerns, email ccpministerial2024@oecd.org.



Badges

- Badges include name and affiliation, they are not interchangeable, except for the floater badge
- 3 categories: Head of Delegation (1), Participant (7), Floater badge(1)
 - The Floater badge is non-nominative and must be used **together with another CCP Ministerial badge category**.
 - Floater badges give the person carrying them access to the VIP lounge to accompany their Minister/HoD.
- Envelope with badges must be collected by the delegation on **Monday, 7 Oct, 2pm – 6pm** at Welcome desk inside the Conference Centre.
- Email ccpministerial2024@oecd.org by **1 Oct** to inform of the person who will collect badges. (Please bring a **Passport** to collect badges)



Arrival and departures

Access and welcome for Heads of Delegation:

- Participants are asked to be in the Plenary rooms in advance: in CC1 by 9:50 on 8 Oct, and in CC15 by 9:20 on 9 Oct.
- Access for HoDs will be through courtyard of Château, with welcome by senior management for both days.
- For all HoDs, please return the arrival form – Access Request for High-level visitors to ccpministerial2024@oecd.org by **1 Oct**.
- Each delegation will receive one red sticker to be displayed on the window-screen of the registered vehicle.

Access for other delegates: all other delegates not travelling with HoD access the Conference Centre via the main entrance. **All delegates must bring a Passport.**

Departures: HoD can leave through courtyard, other delegates to leave via main entrance



Room Access and seating arrangement

| Session/Room | Number | Badge | Seating |
|---|-------------------------|--|---|
| Opening & Setting the scene plenary (CC1) | All delegates | HoD badge, Participant badges | Amphitheatre style seating (front two rows reserved for HoDs, Ambassadors and speakers) |
| Thematic sessions & Closing (CC15) | HoD + 2 | HoD badge, participant badges | HoD at main table, two behind |
| Listening Room (CC1 for 8 Oct afternoon, CC7 on 9 Oct) | All delegates | HoD badge, participant badges | CC1: Amphitheatre CC7: Square table |
| VIP Lounge (CC18) | HoD +1, and ambassadors | HoD, one participant badge <u>with</u> floater badge and Ambassadors | Lounge style with limited seating |
| VIP lunch, Ministerial dinner and lunch (Roger Ockrent) | HoD only | HoD badge | HoD only, round tables of 10 |
| Cocktail reception (Salon du Parc) | All delegates | All Ministerial badges | Standing tables |



Session Arrangement

Opening & Setting-the-scene Plenary (CC1)

- **Opening:** Opening remarks by Australia and OECD SG
- **Setting-the-scene Plenary:**
 - Moderation by OECD, keynote speeches followed by a panel discussion
 - Secretariat in the process of confirming 12-14 panellists for two substantive sessions
 - **Panel 1** (focusing on consumer issues in the digital transition) and giving the floor to keynote speaker and panellists.
 - **Panel 2** (focusing on consumer issues in the green transition) and giving the floor to keynote speaker and panellists.
 - HoDs will be guided to the VIP lunch following closing remarks.
 - The first two-three rows will be reserved for panellists and HoDs.
 - Seating beyond reserved seats is open to all delegates (Room Capacity 320)



Session Arrangement

VIP lunch (Roger Ockrent) – Restricted to HoDs

- Hosted by Business at OECD (BIAC) and Consumers International (CI)
- Theme: 'A Shared Roadmap for Safety And Sustainability'
- Opening remarks and Moderation from **Helena Leurent, Director General, CI** and other attendees
- Followed by panel interventions from CI and BIAC delegates

Expected outcomes

- Raise awareness of the urgent need to address product safety comprehensively
- Gain a better understanding of how different stakeholders can collaborate to create a safer, more sustainable global marketplace
- Provide a platform for governments, businesses, and consumer advocates to unite, collaborate, and identify actionable steps for joint initiatives



A final agenda will be shared with delegations upon finalization of speakers.

**Consumer Policy
Ministerial Meeting**

Consumers at the
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Session Arrangement

Five thematic sessions (CC15)

- **Attendance limited to HoD + 2**, HoD at main table, two participants behind. The rest of the delegation can follow the discussion in the listening room (thematic session 1-2: CC1, thematic session 3-5: CC7)
- **General Format:**
 - Opening remarks by session chair
 - Discussion - Interventions of 2 minutes
 - Closing remarks by session chair
- **Survey to register interventions** – please submit [online form](#) by **20 Sept!**
- **Issues notes to guide your HoD's intervention**



Thematic session format



General Note on Interventions



There will be an initial round of interventions for delegations that registered their interest to speak at this session. The speakers' list will be in **standard OECD protocol order (French alphabetical)**, with **speaking priority given to Ministers**.



At the Chair's discretion and in an effort to encourage the dynamism of the exchange, in some thematic sessions a limited number of speakers may be invited to **intervene early**. Other reasons for early intervention include **scheduling conflicts** as they relate to bilateral meetings with the Secretary-General, or other exceptional circumstances.



If time allows, the floor will then be opened for additional interventions. Ministers or Heads of Delegation wishing to take the floor are invited to **raise their flags** in the room.



Reminder: If your delegation requires interpretation, you must contact the secretariat with your request as soon as possible. **The cost of interpretation in languages other than English and French is to be borne by the country (or countries) requesting the service.**



Session 1: Protecting and Empowering Consumers in the Digital Transition

[8 October, 14:00 – 15:45]

- **Moderated by session chair (TBC)**
- **Expressed interests: as of 11 Sept (28)**
 - Austria, Bulgaria, Chile, Colombia, Costa Rica, Croatia, Czechia, Denmark, Estonia, France, Germany, Greece, Ireland, Israel, Japan, Korea, Lithuania, Norway, Poland, Romania, Slovak Republic, Spain, Sweden, United Kingdom, World Bank, BIAC, CI, COMESA
- Interventions may be reduced in time at the discretion of the chair to ensure sessions ends on time.

Session 2: Addressing New Consumer Product Safety Risks in a Fast-Evolving & Global Market [8 October, 16:15 – 17:45]

- **Moderated by session chair (TBC)**
- The session includes the **launch of the Global Awareness Campaign on Lithium-ion Battery Safety**
- **Expressed interests: as of 11 Sept (17)**
 - Austria, Chile, Colombia, Costa Rica, Estonia, France, Greece, Ireland, United States, Japan, Korea, Poland, United Kingdom, World Bank, COMESA, BIAC, CI

Session 3: Protecting and empowering consumers in the green transition [9 October, 09:30 – 11:00]

- **Moderated by the European Union**
- **Expressed interests: as of 11 Sept (23)**
 - Austria, Bulgaria, Chile, Colombia, Costa Rica, Croatia, Czechia, Denmark, France, Ireland, Japan, Luxembourg, Lithuania, Norway, Peru, Slovak Republic, Spain, United Kingdom, World Bank, BIAC, CI, COMESA, TUAC

Session 4: Working together across borders to protect and empower consumers [9 October, 11:30 – 13:00]

- **Moderated by Poland**
- The session includes **the announcement of the launch of the Global Forum on Consumer Policy**
- **Expressed interests: as of 11 Sept (20)**
 - Chile, Colombia, Costa Rica, Croatia, Argentina, Denmark, Türkiye, Portugal, Greece, Ireland, United States, Lithuania, Korea, Romania, Spain, United Kingdom, World Bank, BIAC, CI, TUAC

Session 5: Promoting development and inclusivity through consumer policy

[9 October, 15:00 – 16:00]

- **Moderated by session chair (TBC)**
- **Kick-off interventions**
- **Expressed interests: as of 11 Sept (9)**
 - Colombia, Costa Rica, Türkiye, Ireland, Spain, World Bank, BIAC, CI, TUAC

Session Arrangement

Group photograph

- A group photo of the Heads of Delegations participating in the Ministerial meeting will be taken on the **back steps of the Château** (or on the main steps of the Conference Centre if the weather is unfavourable)
- OECD staff will accompany participants from the meeting room to the area where the photo will be taken. A member of the protocol team will then guide them to their place in the photo. Please note that we cannot accommodate requests for specific placements in the photo ahead of time.
- Delegations are responsible for ensuring that their Head of Delegation is there on time.



Château steps



Conference Centre main steps



Session Arrangement

Closing & Adoption of draft Declaration (CC15)

- **Closing:**
 - Closing remarks by Australia, followed by short interventions by several Vice-Chairs of the CCP Ministerial to welcome the Declaration and reflect on the Ministerial Meeting.
 - Closing Remarks by OECD Secretary-General
- **Adoption of CCP Ministerial Declaration**
 - **4 Sept:** Virtual CCP meeting finalised draft Declaration
 - **10 Sept:** [Final draft](#) posted on O.N.E – **delegates** to brief their Ministerial delegation
 - **27 Sept:** Due date for **non-Members** to confirm if country will adopt Declaration
 - **9 Oct:** Ministerial meeting closing session – Declaration adopted
 - Declaration will be available in French and English on OECD.org
 - Delegations are welcome to work with Secretariat to translate Declaration into other languages



Interpretation

- Simultaneous interpretation in English and French will be provided for all sessions of the Ministerial meeting. Headsets will be available.
- If Delegations would like interpretation to/from other languages, please notify us ASAP, and by no later than **13 Sept**, by:
 - Emailing the OECD Chief Interpreter Olivier Péan (Olivier.PEAN@oecd.org), and Sophie Eibrand (Sophie.EIBRAND@oecd.org)
 - Copying CCP Ministerial team ccpministerial2024@oecd.org
- **Interpretation requests beyond English/French is at the cost of the requesting countries.**



Catering arrangement

- Please indicate **any dietary restrictions for HoD** through registration website.

| Catering | Date/Room | Host | Participation |
|--------------------|--|-------------|---|
| Lunch bags | 8 Oct, Pick up - CC1 (TBC) 9 Oct, Pick up - CC7 (TBC) | OECD | All delegates who are not attending HoD only events |
| VIP lunch | 8 Oct, Roger Ockrent | BIAC/CI | HoD only |
| Cocktail reception | 8 Oct, Salon du Parc | OECD | All delegates |
| Ministerial dinner | 8 Oct, Roger Ockrent | Germany | HoD only |
| Ministerial lunch | 9 Oct, Roger Ockrent | Netherlands | HoD only |



Bilateral meetings

- Several Bilateral meetings rooms are available. We ask that bookings be made for 25 minutes maximum (of course if you require more time, please let us know), to accommodate as many requests as possible.
- List of available bilateral rooms:
 - 8 Oct (**15**): CC20, CC24, Franqueville Bilates 1-4, CH331, MB S240, S238, S226, S212, S036, MB 6122, MB 2122, MB 0022
 - 9 Oct (**12**): CC24, Franqueville Bilates 1 & 3, MB0022, MB S240, S238, S226, S212, S036, MB 2122, MB 6122, MB 0022
- We encourage delegates to avoid scheduling bilateral meetings during main Ministerial sessions as much as possible. (plenary, thematic sessions, opening and closing) *Please indicate if your delegation has a Bilateral meeting with OECD leadership during one of the sessions so the secretariat can coordinate the timing of your delegation's intervention accordingly.*
- Please submit your requests to ccpministerial2024@oecd.org by **1 Oct**.

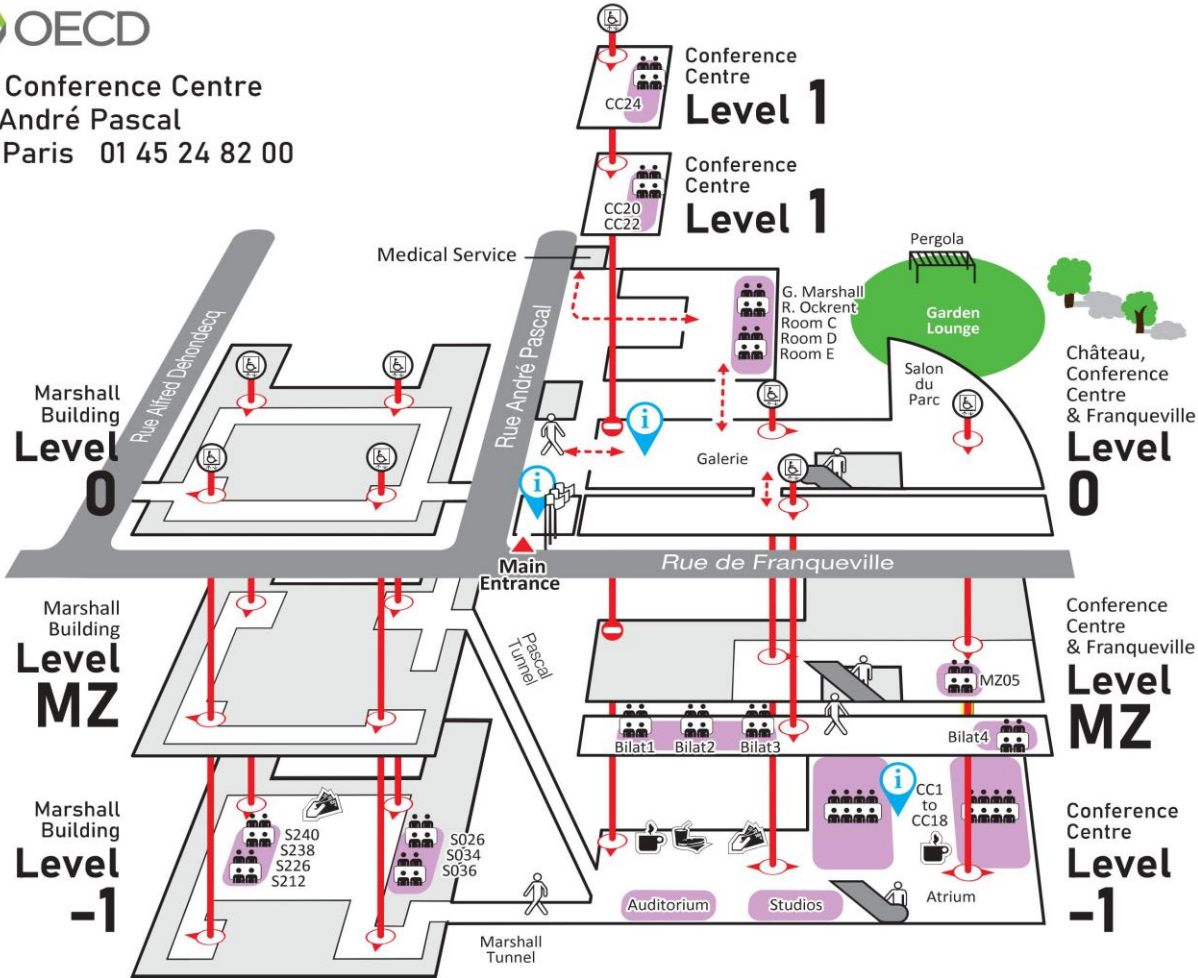
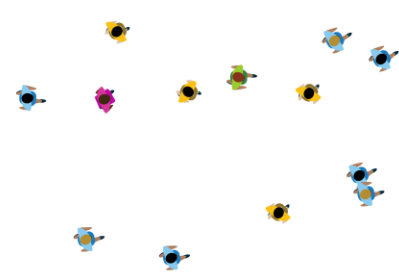
If your delegation is planning an enhanced bilateral meeting such as an MOU/JDI signing or has special requirements such as flags and other details, please let us know as soon as possible. The secretariat will do its best to provide delegations with what they may need, please note we are not able to provide refreshments or floral arrangements.



Communications, Press, Documentation

- Your delegation is encouraged to communicate about the Consumer Policy Ministerial meeting. To that effect, a communication toolkit will be circulated by **end of Sept**, containing suggested social media posts and key links to assets. We encourage delegates to use the toolkit as a guide to communicate about the Ministerial and its outcomes.
- A professional photographer will be on site for both days. Videos and images may be reused by the OECD for promotional purposes.
- Event photographs will be made available on the website after the meeting.
- Press can accompany Ministers provided the Secretariat is notified and properly registered. Press will **not be permitted in restricted areas** (with exception of photographers for brief photo-taking session on commencement).
- The [issues notes](#) will be made available electronically on the [website](#) in the second half of September.
- An official OECD videographer will be present on both days of the event. If your HoD is interested in partaking in short interviews taking place during the sidelines of the Ministerial, we encourage you to inform the organising team. The recorded content will be used for a longer-term communications strategy on consumer Policy Unit. If your delegation would like to be featured speaking on the various topics of the Ministerial and the launch of the global forum, please contact us at ccpministerial2024@oecd.org





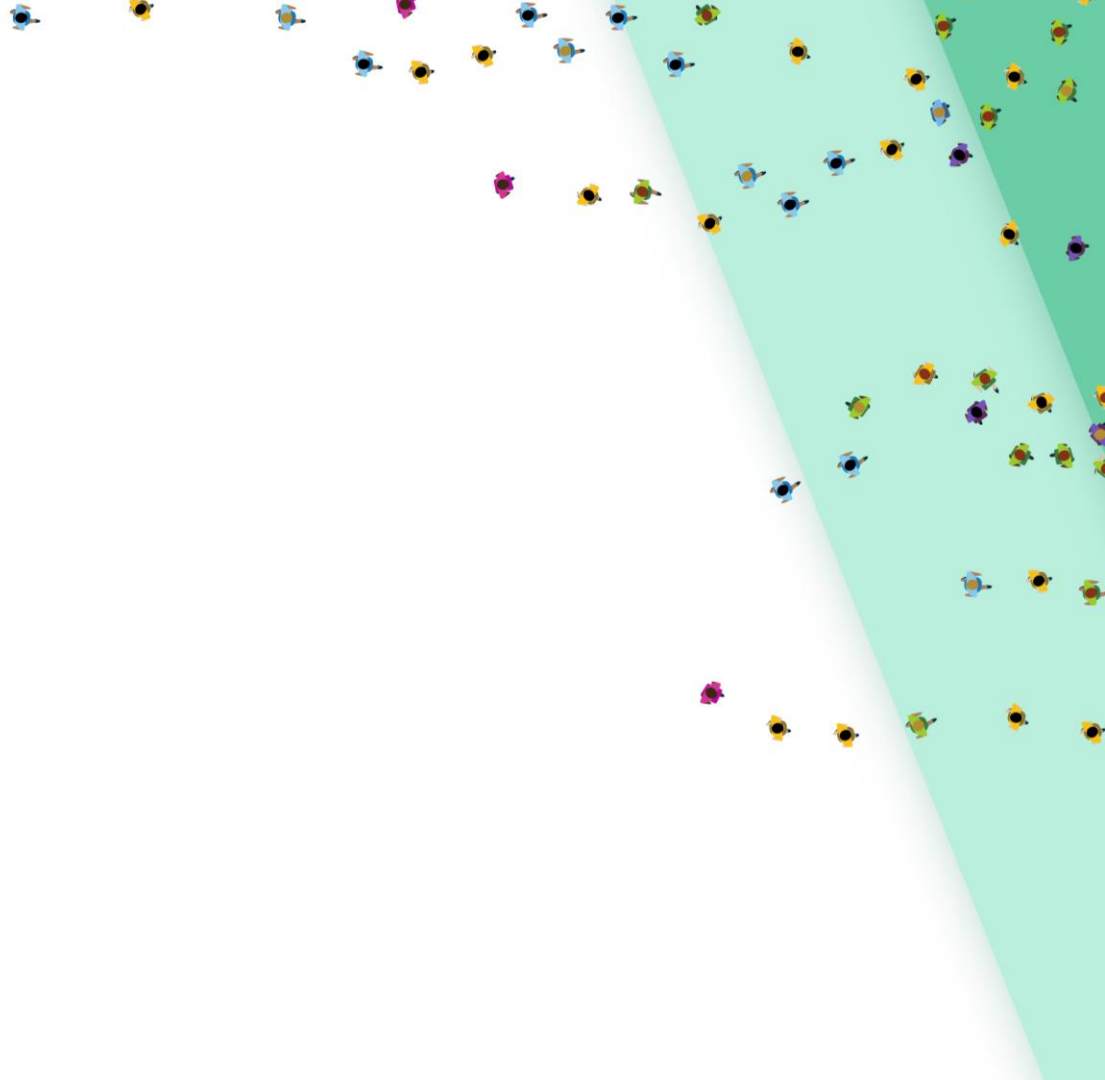
| Date | Required Actions and Information to be submitted to Secretariat |
|-------------------|---|
| 12 September 2024 | Deadline for response to Invitation letter confirming participation in CCP Ministerial, email to ccpministerial2024@oecd.org |
| 13 September 2024 | Deadline for requesting interpretation, email Olivier Péan (Olivier.PEAN@oecd.org) and Sophie Eibrand (Sophie.EIBRAND@oecd.org), copying ccpministerial2024@oecd.org |
| 20 September 2024 | Deadline to register interest in interventions during Ministerial meeting sessions through survey here |
| 27 September 2024 | Deadline for non-Members to confirm if country will adopt Declaration , email to ccpministerial2024@oecd.org |
| 30 September 2024 | <p>Deadline to submit the following information on Inwink registration website:</p> <ul style="list-style-type: none"> • Delegation registration to the Ministerial meeting • Upload photos of the Head of Delegation for the Who's Who • Confirmation of dietary restrictions <p><i>All registrations will be migrated to EMS on the Morning of October 1, delegations can download a full LoP on October 2.</i></p> |
| 01 October 2024 | <p>Deadline to:</p> <ul style="list-style-type: none"> • request Bilateral meeting rooms, email to ccpministerial2024@oecd.org • confirm person who will collect the delegations' badges, email to ccpministerial2024@oecd.org • register security personnel, including exceptional authorisation for firearms Annex B, email to security@oecd.org, copying ccpministerial2024@oecd.org • register VIP Access Form, email completed excel sheet to ccpministerial2024@oecd.org, copying security@oecd.org |
| 07 October 2024 | Collection of badges and car stickers from OECD Welcome desk between the hours of 14:00 – 18:00. |



Q&A

Consumer Policy Ministerial Meeting

Consumers at the
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Thank you! Further questions?
Contact CCP Ministerial team
ccpministerial2024@oecd.org